Scholarship Application Audit

7 checks before you submit

Use the provider's official rules alongside this worksheet. Tick one status per check.

Scholarship: _____

Deadline + time zone: _____ **Review date:** _____

CHECK EACH REQUIREMENT	Done	Fix	Ask

1. Verify the scholarship

Official provider, award year, link, deadline and application route checked.

Problem: _____

Next action: _____ **By:** _____

2. Confirm eligibility

Course, fee / residence rules, grades and offer status match the criteria.

Problem: _____

Next action: _____ **By:** _____

3. Answer the actual questions

Each response addresses the question, not just the broad topic.

Problem: _____

Next action: _____ **By:** _____

4. Support your claims

Your role, results and any numbers are accurate and explainable.

Problem: _____

Next action: _____ **By:** _____

5. Match facts across documents

Names, dates, courses and qualifications agree across every file.

Problem: _____

Next action: _____ **By:** _____

6. Check your references

Correct referee, format, submission owner and deadline confirmed.

Problem: _____

Next action: _____ **By:** _____

7. Confirm final submission

Uploaded files readable; final submit step done; receipt saved.

Problem: _____

Next action: _____ **By:** _____

BEFORE YOU PRESS SUBMIT

☐ All compulsory conditions confirmed ☐ Files and answers checked

Final submission status / confirmation no.: _____

Independent planning aid. Follow the official scholarship rules; this does not guarantee an award.